

No. SNT-SH/2/2024-DI and TC-DCMSME (E-4027684)
GOVERNMENT OF INDIA
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
o/o DEVELOPMENT COMMISSIONER (MSME)

Nirman Bhawan, New Delhi
Dated: 04.09.2024

OFFICE MEMORANDUM

To,

1. PAO (MSME), New Delhi/Kolkata/Chennai/Mumbai
2. All MSME DFOs

Subject: Allocation of Funds to MSME DFOs for purchase of IT Equipment's (Multi-function printer) for the year 2024-25- reg.

Sir,

I am directed to convey the approval of the competent authority for allocation of funds amounting to Rs.11,55,000/- (Rupees Eleven Lakh Fifty-Five Thousand Only) to All MSME-DFOs for incurring expenditure on "Purchase of IT Equipment's (Multi-function printer) under SENET Head during the Year 2024-25. The details are as below: -

S.No	Name of Br. MSME DFOs	Multi-function printer	Sanction Amount
1	MSME- DFO CUTTACK	1	35,000
2	MSME- DFO Goa	1	35,000
3	MSME- DFO Guwahati	1	35,000
4	MSME-DFO Dehradun	1	35,000
5	MSME-DFO Haldwani	1	35,000
6	MSME-DFO KARNAL	1	35,000
7	MSME-DFO Gangtok	1	35,000
8	MSME-DFO Jaipur	1	35,000
9	MSME-DFO Chennai	1	35,000
10	MSME-DFO Kanpur	1	35,000
11	MSME-DFO Thrissur	1	35,000
12	MSME-DFO HYDERABAD	1	35,000
13	MSME-DFO Solan	1	35,000
14	MSME-DFO INDORE	1	35,000
15	MSME-DFO Raipur	1	35,000
16	MSME-DFO Ahmedabad	1	35,000
17	MSME-DFO Kolkata	1	35,000
18	MSME-DFO Okhla	1	35,000
19	MSME-DFO Dimapur	1	35,000
20	MSME-DFO Ranchi	1	35,000
21	MSME-DFO Agartala	1	35,000
22	MSME-DFO Ludhiana	1	35,000
23	MSME-DFO Imphal	1	35,000
24	MSME-DFO Prayagraj	1	35,000
25	MSME-DFO Visakhapatnam	1	35,000
26	MSME-DFO Muzaffarpur	1	35,000
27	MSME-DFO Jammu	1	35,000
28	MSME-DFO Patna	1	35,000
29	MSME-DFO Nagpur	1	35,000
30	MSME-DFO Mumbai	1	35,000
31	MSME-DFO Agra	1	35,000
32	MSME-DFO Hubli	1	35,000
33	MSME-DFO Bengaluru	1	35,000
	Total	33	Rs 11,55,000/-

The amount may be allotted
to respective DDOs PAA as per
the sanction order.

(DHAYALAN, K)

दयालन. के / DHAYALAN. K
उप निदेशक / Deputy Director
भारत सरकार / Govt. of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
Ministry of Micro, Small & Medium Enterprises
विकास आयुक्त (सू. ल. एवं म. उद्यम) का कार्यालय
Office of the Dev. Commissioner (MSME)
निर्माण भवन, नई दिल्ली-110108 / Nirman Bhawan, New Delhi-110108

2. The amount sanctioned for the subject items would be utilized by the respective offices as per the items quantity mentioned. No change in quantity and location will be allowed under this sanction.

3. Field offices may be advised to follow the Purchase Procedures, as given in latest General Financial Rules 2017 and procure the item through GeM only. Also, field offices are requested to follow MIETY guidelines/specifications-Preferably High-end Specifications (OM No. W43/4/2020-IPHW dated 17.04.2021) while purchasing the IT equipment.


4. The expenditure of Rs.11,55,000/- (Rupees Eleven Lakh Fifty-Five Thousand Only) will be accommodated in Demand No. 68- Ministry of Micro, Small and Medium Enterprises under object head 4851.00.102.33.00.71- Information, Computer, Telecommunication (ICT) Equipment's for the year 2024-25.

5. HoD should furnish the statement of actual expenditure incurred to this office by 2nd of the following month and ensure to utilize the sanctioned amount within 3 months from the day of issuing sanction. If the funds are not utilized within 3 months, the same will be withdrawn without any intimation.

6. This issues with the approval of the competent authority vide note#26, e-office file no. 4027684 dated 03.09.2024.

Copy for information & necessary action to: -


- 1) B&A Section, Deptt. Of IP & P, Ministry of Industry, Udyog Bhawan, New Delhi.
- 2) Cash Section, Office of DC (MSME), Nirman Bhawan, New Delhi
- 3) Planning Division, Office of DC (MSME).
- 4) Guard File/Section for uploading on DC (MSME) website



(Dhayalan.K)

Deputy Director (SENET)

उप निदेशक / Deputy Director
भारत सरकार / Govt. of India
सूक्ष्म, लघु एवं मध्यम उद्यम मंत्रालय
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(Dhayalan.K)

Deputy Director (SENET)

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